### **REVISED 7-24-15**

**AGENDA** 

REGULAR MEETING BOARD OF COMMISSIONERS 315 WEST SECOND STREET FRANKFORT, KY 40601 502/875-8500 JULY 27, 2015 5:00 P.M. (EDT)

1. INVOCATION

**Garry Brackett** 

PLEDGE OF ALLEGIANCE

**ROLL CALL** 

**MINUTES** 

June 8, 2015 Work Session; June 8, 2015 Special Meeting; June 22, 2015 Regular Meeting

- 2. CEREMONIAL ITEMS
- 3. CITIZEN COMMENTS
- 4. ORDINANCES
- 4.1 SECOND READING: Approval of a zone map Zone Map Amendments from Residential "C" District "RC" to Limited Commercial District "CL" for a .293-acre parcel of property located at 107 Lyons Drive and a .292-acre parcel of property located at 106 Lincoln Drive, and a Zone Map Amendment from Highway Commercial "CH" to Limited Commercial District "CL" for a .65-acre parcel of property located at 289 Versailles Road for the purpose of constructing a commercial business and to consolidate all properties into one tract. The properties are more particularly described as PVA Map #s 085-22-03-017.00, #085-22-03-020.00 and 085-22-03-018.00.

**Purpose:** Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning a zone map amendment by the City of Frankfort, on behalf of All Points Development and Samuel N. and Gayle Koellein, Marvin C. Wiley, Jr. and Swifty Oil Co., LLC , who are requesting approval of a zone map amendment from Residential "C" District – "RC" to Limited Commercial District – "CL" for a .293-acre parcel of property located at 107 Lyons Drive and a .292-acre parcel of property located at 106 Lincoln Drive, and a Zone Map Amendment from Highway Commercial – "CH" to Limited Commercial District – "CL" for a .65-acre parcel of property located at 289 Versailles Road.

**Background**: KRS requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government for zone map amendments.

Should the City Commission desire to not follow the Planning Commission's recommendation, then the item is to be tabled and a request for a verbatim transcript of the Planning Commission meeting be made. The transcript should be obtained before the item can be heard by the City Commission. The City Commission will then be required to make their own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact. Any action by the City Commission is to be limited to only the findings and testimony given during the Planning Commission hearing and no additional evidence or testimony is to be received unless a new public hearing is held by the City Commission.

On May 21, 2015, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed and the item was tabled in order for a summary of the testimony to be prepared.

On June 11, 2015, the Planning Commission removed the item from the table, adopted the summary, then approved and adopted eight (8) findings of fact, and then a motion to recommend approval of a zone map amendment based on **findings of facts #2 through #7 was made**. **The motion passed by a vote of 5-4.** 

The effective date was indicated that it would take effect upon the closing of the properties.

## This Ordinance had its first reading on June 22, 2015.

Financial Analysis: Not Applicable

**Recommendation:** I recommend that the City Commission approve the recommendation of approval by the Frankfort/ Franklin County Planning Commission for a zone map amendment, from Residential "C" District – "RC" to Limited Commercial District – "CL" for a .293-acre parcel of property located at 107 Lyons Drive and a .292-acre parcel of property located at 106 Lincoln Drive, and a Zone Map Amendment from Highway Commercial – "CH" to Limited Commercial District – "CL" for a .65-acre parcel of property located at 289 Versailles Road based on the supported Findings of Fact #2-#7.

## Attachments:

- Rezoning Ordinance
- Legal Description of property to be rezoned
- Adopted Findings of Facts
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission
- Summary of Public Hearing May 21, 2015
- Planning Commission minutes from May 21, 2015
- Minutes from the June 11, 2015 meeting

**Contact Person:** 

Name: Gary Muller

Title: Director of Planning and Building Codes

**Department:** Planning and Building Codes

**Phone:** 502/875-8500

**E-mail:** gmuller@frankfort.ky.gov

**SECOND READING:** Adoption of an Ordinance to Amend the City of Frankfort's Code of Ordinances – Chapter 152 – by amending the City of Frankfort's Zoning Regulations - by amending Article 13 – Table 13.2, Standards for Exempt Signs, footnote "h", and Section 13.18.3, Additional Provisions. The text amendment includes amending timeframes for banners within national historic districts as an incentive and to allow combined fascia signage associated with a signage plan or development plan.

**Purpose:** To amend the City's Zoning Ordinance as recommended and previously encouraged by the City Commission by asking staff to consider changing the timeframes for banners within national historic districts and to permit combined fascia signage on a combined building corner, with an approved signage plan or development plan.

**Background:** The City Commission has recently established several goals to achieve this year. One of those goals is to enhance redevelopment of downtown, and provide more flexibility in an effort to stimulate redevelopment and investment within both the city and within our historic districts. At the request of the City Manager and a citizen, staff drafted an amended text change relating to signage and presented them to the Zoning Update Committee.

On February 24, 2015 and on April 27, 2015, the Zoning Update Committee reviewed the proposed text amendments, provided changes to the text, and then recommended the proposed text amendment to be forwarded to the Planning Commission.

On May 21, 2015, the Frankfort/Franklin County Planning Commission held a public hearing, closed the public hearing, approved the report as the summary, and voted unanimously for approval to recommend to the City of Frankfort's Board of Commissioners to approve the proposed text amendment.

This Ordinance had its first reading on June 22, 2015.

Financial Analysis: None

**Recommendation:** I recommend that the City Board of Commissioners approve the attached proposed Ordinance as unanimously recommended by the Frankfort/Franklin County Planning Commission.

### Attachments:

- Ordinance
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission.
- Planning Commission minutes from May 21, 2015

**Contact Person:** 

Name: Gary Muller

Title: Planning and Building Codes Director

**Department:** Planning Phone: 502/352-2100

Email: gmuller@frankfort.ky.gov

**4.3 FIRST READING:** To pass an ordinance which adopts the Capital Community Economic/Industrial Development Authority (now known as the Kentucky Capital Development Corporation) Revolving Fund Agreement, as amended on July 27, 2015, and to authorize the Mayor to sign all related documents, including the revised Revolving Fund Agreement.

**Purpose and Background:** The Board of Commissioners of the City of Frankfort, by Ordinance No. 25, 1999 Series, established the Capital Community Economic/Industrial Development Authority Revolving Fund, and entered into the Revolving Fund Agreement which contains the rules and regulations governing its administration. The Capital Community Economic/Industrial Development Authority (now known as the Kentucky Capital Development Corporation) Revolving Fund wishes to make minor amendments to the Revolving Fund Agreement. The attached ordinance adopts the provisions of the revised Revolving Fund Agreement, which will govern the administration of the Revolving Fund.

Financial Analysis: The adoption of this ordinance should not have any financial impact on the City.

## Attachments:

- Ordinance
- Revolving Fund Agreement
- · Revolving Fund Agreement with revisions highlighted

# **Contact Person:**

Name: Rob Moore Title: City Attorney Phone: 502/227-2271

E-Mail: Rmoore@Hazelcox.com

# 5. ORDERS - NONE

## 6. RESOLUTIONS

6.1 A Resolution acknowledging the City's obligation regarding costs which exceed Community Development Block Grant funding for the Benson Creek CSO Separation Project and to authorize the Mayor to sign all grant related documents.

**Purpose:** To consider passing a Resolution acknowledging the City's obligation to be responsible for costs which exceed Community Development Block Grant funding from the Department for Local Government for the Benson Creek CSO Separation Project.

**Background:** The City of Frankfort applied for and received notification that we were awarded funding under the Department for Local Government's Community Development Block Grant. The CDBG program includes a requirement that the city pass a resolution acknowledging the City's obligation to be responsible for costs which exceed Community Development Block Grant funding from the Department for Local Government for the Benson Creek CSO Separation Project.

**Financial Analysis:** The project match was already scheduled and budgeted in the Sewer budget so this should not affect the budget.

Recommendation: Approval

#### Attachment:

Resolution

#### **Contact Person:**

Name:Betsy LaskiRebecca HallTitle:StaffGrants ManagerDepartment:BGADDCity ManagerPhone:859/269-8021502/875-8500

Email: <u>blaski@bgadd.org</u> <u>rhall@frankfort.ky.gov</u>

# 7. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

7.1 To consider a contract amendment to Palmer Engineering Company, Inc. for additional design services for the Fort Boone Pump Station replacement project along Wilkinson Boulevard and for the Mayor to sign all documents related to the project (Sewer Department).

**Purpose:** The purpose of this item is to authorize a contract amendment to Palmer Engineering Company, Inc. additional design services for the Fort Boone Pump Station replacement project along Wilkinson Boulevard and for the Mayor to sign all documents related to the project. This project is estimated to eliminate 1 sanitary sewer overflow.

**Background:** The Fort Boone pump station is a known SSO location. This project will move the pump station and enlarge the capacity and will allow existing private pump stations to be connected in the future under cost recovery.

**Amendment #2:** Covers additional design services due to relocation caused by conflicting plans with Buffalo Trace Distillery.

**Amendment #3:** In June the Commission approved the construction contract for replacement of the Fort Boone Pump station to Kenney Construction for \$743,128.00. This amendment covers construction administration and Resident Representative services to oversee construction.

The total contract amount is summarized below:

Contract not to exceed \$60,700.00

Amendment #1 \$2,000.00

Amendment #2 \$49,500.00

Amendment #3 \$51,350.00

Total \$163,550.00

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

#### Attachment:

Amendment No.3

**Contact Person:** 

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer

**Phone:** 502/875-2448

Email: wscalf@frankfort.ky.gov

7.2 Approval of a change order to the contract with Smith Contractors, Inc. for construction of a new pump station and approximately 630-feet of 12-inch force main and to authorize the Mayor to sign all documents related to the project (Sewer Department).

**Purpose**: To approve a change order to the contract to Smith Contractors, Inc. for construction of a new pump station and approximately 630-feet of 12-inch force main and to authorize the Mayor to sign all documents related to the project.

**Background**: The Sewer Department received bids on April 24 for construction of a new pump station and approximately 630-feet of 12-inch force main along Country Lane. This will replace the current station that was brought on line February 18, 1983. This station has surpassed its 20 year design life and last year during heavy rains, water infiltrated the electrical system and shorted out the pump station. The existing pump station is not operational and the department has been using a temporary bypass pump since July of 2013.

This project will mitigate two SSO's for the Consent Judgment.

Change Order 1: This was a time only extension due to the bad weather over this last winter. The weather days have been determined to be 20 and will extend the contract to May 10, 2015.

Change Order 2: This is the final balancing change order for the project. This change consists of four items. First is changing the gate configuration and additional paving that was due to a future entrance change into Two Creeks. The reconfiguration of the Two Creeks entrance would make the access into the pump station difficult. Second is an additional man door so there is a line of sight when future electrical work is being conducted on the station. This was done for electrical safety reasons. Third is for additional lighting required on the outside of the building that is required by building codes. The last item is a credit for screening around the generator that was determined to be unnecessary.

 Original Contract
 \$1,410,000.00

 Change Order 1
 \$0.00

 Change Order 2
 \$20,729.82

 Total Contract
 \$1,430,729.82

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

## Attachment:

• Change Order No. 2

Contact Person:

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer

**Phone:** 502/875-2448

Email: wscalf@frankfort.ky.gov

7.3 To consider award of Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 (East Main Street) from Broadway to Martin Luther and to Authorize Mayor to sign documents related to project (Sewer Department).

**Purpose**: To consider awarding an Engineering Services Agreement with QK4 for design services to replace manholes and gravity lines along US 60 60 (East Main Street) from Broadway to Martin Luther and to Authorize Mayor to sign documents related to project.

**Background**: The lines along this section of East Main Street were identified as needing major repair in 2011 during one phase of the concrete pipe inspection project. With the amount of traffic and the high profile area this project will be very complicated and will require close coordination with the Kentucky Transportation Cabinet (KYTC).

QK4 was shortlisted and eventually chosen due to their prior work on the Louisville Hill project were they were very instrumental in the coordination with KYTC. QK4 is also the engineer hired by KYTC for the reconstruction of the intersection of East Main and Douglas. This will allow them to coordinate both project to minimize traffic issues for the public.

The agreement calls for evaluation and design services through the bidding process. The agreement is currently being negotiated with QK4 and the Transportation Cabinet but will not exceed \$129,000.00.

Amendment 1: Part of the East Main Interceptor project is to evaluate and make recommendations on correcting sewer issues for the houses on East Main in the area from the Arsenal to Arlington Ave. The sewers in this area are partially collapsed and do not allow a camera investigation. The traditional backup would be to dig and investigate, however, with the retaining wall and limited access this would be very expensive and risky.

This new technology allows tracing through the internal plumbing in a building. Since this technology does not require any digging it is much more cost effective. This amendment would allow the use of a new technology that would be able to trace the laterals without open cutting the laterals. The traditional digging is estimated to be \$30,000.00 or more. This technology would reduce the cost not to exceed \$8,500.00.

Original Contract \$129,000.00

Amendment 1 \$8,500.00

Total Contract \$137,000.00

**Financial Analysis**: Funds are available in account 300.68.54390. The budget for this account is \$17,115,000 and as of February 29 this account had \$1,083,367 encumbered.

**Recommendation:** Approval

#### Attachment:

Contract Amendment 1

**Contact Person** 

Name: William R. Scalf, Jr., PE

Title: Director

Department: Sewer

Phone: 502/875-2448

E-mail wscalf@frankfort.ky.gov

7.4 To consider amendment of additional funding for the Engineering Services Agreement with QK4 for Preliminary Engineering Design Associated with the Benson Combined Sewer Overflow (CSO) Separation Project and to authorize the Mayor to sign all related documents (Sewer Department).

**Purpose**: The purpose of this item is to authorize approval of additional funding for the Engineering Services Agreement with QK4 for Preliminary Engineering Design Associated with the Benson Combined Sewer Overflow (CSO) Separation Project and to authorize the Mayor to sign all related documents.

Background: In April 2012 the Sewer Department accepted Statements of Qualifications from engineering firms for prequalification into the Wet Weather Program. QK4 was selected as the design engineer for the Benson Combined Sewer Overflow (CSO) Separation Project based upon prequalification ranking. QK4 has the preliminary design fairly complete, however, accurate mapping and as-builts of the sewer system are not available, particularly related to the location of the service lateral connections. Exploratory excavation is the traditional method for locating service connections but this will prove to be extremely difficult in the Bellepoint neighborhood due to the very steep slopes and narrow streets throughout the area.

A new flushable technology is now available for use in locating service connections and is highly cost effective and non-disruptive as compared to traditional exploratory excavation. This new technology allows tracing through the internal plumbing in a building. Since this technology does not require any digging it is much more cost effective. The funding increase requested of \$26,500 is to locate between 45 and 50 service laterals in the Bell Point neighborhood using this new flushable lateral locating technology during the design phase of the project rather than through exploratory excavation during the construction phase, which could cost more than \$200,000. The project has been awarded Community Development Block Grant (CDBG) funding in the amount of \$529,000.

 Original Contract
 \$235,000.00

 Amendment 1
 \$26,500.00

 Total
 \$261,500.00

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

#### Attachment:

Contract Amendment No.1

Name: William R. Scalf, Jr., PE

Title: Director

Department: Sewer

Phone: 502/875-2448

E-mail wscalf@frankfort.ky.gov

7.5 To authorize approval of additional funding for the Continuing Engineering Services Agreement with Strand Associates, Inc. for engineering services related to the CSO Long Term Control Plan (CSO LTCP) and to authorize the Mayor to sign all related documents (Sewer Department).

**Purpose**: The purpose of this item is to increase funding to Strand Associates for engineering services associated with the CSO Long Term Control Plan (CSO LTCP) and other CSO related engineering needs. This funding increase is to evaluate Green Infrastructures opportunities to address storm water entering the combined sewer system thereby reducing the overall cost of the estimated \$35 million CSO LTCP.

**Background**: The 2007 Consent Judgment required the Sewer Department to prepare and submit to the Division of Enforcement and the USEPA a CSO LTCP. Strand Associates has been assisting the Department with a multitude of CSO related service, including flow monitoring, system modeling and project planning associated with the CSO LTCP. With the assistance of Strand, the final CSO LTCP was submitted to the Kentucky Division of Water and the USEPA on November 29, 2011. Based on comments received from the Kentucky Division of Water a revised, Final LTCP was submitted on July 8, 2014.

There is currently approximately \$29,000 remaining in Strand Associates contract for engineering services associated with the CSO LTCP which included the original alternatives evaluation and write-up for submission. At the time of the original analysis, traditional gray infrastructure was the primary consideration. Green Infrastructure (GI) is now being strongly considered (it was not 5-10 years ago when the LTCP was being developed) as an alternative in LTCPs, encouraged by both State and Federal regulators due to feasibility and cost savings to communities.

An additional \$24,500 will allow a more detailed evaluation to specifically identify possible cost savings opportunities by reducing storm water volumes entering the combined sewer system (thus reducing the gray infrastructure sizing and needed capacity) using GI which is frequently much cheaper and almost always more "socially acceptable" than gray infrastructure. The estimated fee for the Green Infrastructure evaluation is \$53,500. Therefore a funding increase in the amount of \$24,500, to be paid hourly (tasks with fees attached), will allow Strand to continue with, and expand their support of, CSO LTCP related activities to include a GI evaluation. Given that Strand has remaining money under their contract, knowledge of the CSO LTCP as the conceptual design engineer, FSD combined sewer system modeling experience and experts in the state of Kentucky on GI are on their team, an extension of Strand's CSO LTCP contract was a logical choice to aid in determining any significant cost saving opportunities using GI.

This evaluation will identify GI opportunities, provide a preliminary cost/benefit analysis and savings opportunities using GI over traditional "gray Infrastructure" solutions and will prioritize these opportunities based on the cost/benefit analysis. Reductions in storm water entering the combined sewer system using GI are often much cheaper, and may significantly reduce the overall cost of the estimated \$35 million CSO LTCP.

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

## Attachments:

- Backup Documentation Letter from Strand
- Proposed Task List and Fees

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer Phone:

502/875-2448

E-mail: wscalf@frankfort.ky.gov

7.6 Authorization to renew a contract with Source Technologies LLC to provide odor control services for the east side of Frankfort and authorize the Mayor to sign all related documents (Sewer Department).

Purpose: The purpose of this item is to consider a renewal of a contract with Source Technologies LLC to provide odor control services for the east side of Frankfort and authorize the Mayor to sign all related documents.

**Background:** On March 5, 2014 the City of Frankfort entered in to a contract with Source Technologies for odor control on the east side of Frankfort. This odor control service was publically advertised and bid. The contract was approved by the City Commission on February 24, 2014. The contract was for one year of odor control with the option of four (4) one year renewals. The contract includes the leasing of odor control equipment, chemicals to control the odors, and also requires Source to perform monthly tests to verify the dosages are correct. These units are installed at three pump stations in east Frankfort and were specifically positioned to provide odor control for the majority of the system east of the Kentucky River.

Additionally, in October 2014, the City of Frankfort approved Source Technologies for odor control at the East Frankfort Pump Station. For providing the additional service Source Technologies extended their bid prices for this additional service.

As part of this contract Source Technologies directly responds to customer complaints. This has led to a reduction in overtime for responding to odor complaints and also allowed more time during normal working hours to work on system maintenance and repair. Over the last year, there has been much less odor complaints from east Frankfort and the Sewer Department is very pleased with the service and results from Source Technologies.

The contract renewal is recommended to be awarded to Source Technologies LLC for \$181,373.78 which is equal to last year's fee of \$100,000.00 for east side and \$78,517.50 for the East Frankfort pump station plus 1.6% for a CPI increase for 1 additional year of service. Since these are based on estimated flows. the purchase order would be not to exceed \$185,000.00.

Financial Analysis: Funding is available in account # 300.68.54335, the account from which all chemicals for the Department are purchased. The budget for this account is \$650,000 for all Department chemical purchases for the Fiscal Year, and as of July 1, \$0.00 has been expended and encumbered.

Recommendation: Approval

## Attachment:

Contract Renewal Letter

Contact Person:

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer Phone: 502/875-2448

E-mail: wscalf@frankfort.ky.gov 7.7 To authorize the submission of an application to the Kentucky Infrastructure Authority (KIA) for a FY 2016 Clean Water State Revolving Fund (SRF) loan for the Glenns Creek Interceptor, which includes the rehabilitation and/or replacement of approximately 17,208 linear feet of interceptor sewer ranging in size from 15 to 30 inches in diameter and to authorize the Mayor to sign all related project documents.

**Purpose:** The purpose of this item is to consider authorizing the submission of an application to the Kentucky Infrastructure Authority (KIA) for a FY 2016 Clean Water State Revolving Fund (SRF) loan for the Glenns Creek Interceptor, which includes the rehabilitation and/or replacement of approximately 17,208 linear feet of interceptor sewer ranging in size from 15 to 30 inches in diameter and to authorize the Mayor to sign all related project documents.

**Background:** The Sewer Department has been notified that funds are available for the 2016 funding cycle for the Clean Water State Revolving Fund and the Sewer Department has been invited to submit an application for funding in the amount of \$2,481,630 for the Glenns Creek Interceptor Rehabilitation Project. The Glenns Creek Interceptor Project is needed to correct structural damage, inflow and infiltration (I&I) and possible capacity inadequacies along the interceptor. The reduction in I&I will reduce the volume of water entering the treatment plant, saving energy and the cost of treatment.

Once the application has been approved by KIA the Sewer Department still has the opportunity to decline accepting the funding. While we will not know the interest rate on the loan until we receive the Conditional Commitment Letter, we anticipate it will be 1.75%. Funds should be available sometime early 2017.

**Financial Analysis:** Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

**Recommendation:** Approval

### Attachment:

Letter from KIA

**Contact Person:** 

Name:William R. Scalf, Jr., PERebecca HallTitle:DirectorGrants ManagerDepartment:SewerCity ManagerPhone:502/875-2448502/875-8500

**Email:** wscalf@frankfort.ky.gov rhall@frankfort.ky.gov

7.8 Approval of 3<sup>rd</sup> Contract Renewal to a Professional Services Agreement with DLZ Kentucky, Inc. (DLZ) to serve as the Wet Weather Program Manager for the City of Frankfort Sewer Department and authorize the Mayor to sign all documents associated with the Amendment (Sewer Department).

**Purpose**: The purpose of this item is to consider approval of the 3<sup>rd</sup> Contract Renewal with DLZ Kentucky, Inc. (DLZ) to assist the Sewer Department with complying with the requirements of the Consent Judgment, the Administrative Order, and any additional requirements from the Kentucky Energy and Environment Cabinet (KEEC) and/or the USEPA Region 4 and authorize the Mayor to sign all documents associated with the Amendment.

**Background**: The Sewer Department entered into a Consent Judgment with the Kentucky Environmental and Public Protection Cabinet in September 2007, now called the Kentucky Energy and Environment Cabinet. An Administrative Order was issued by the USEPA Region 4 in 2008.

A Request for Qualifications (RFQ) was advertised and Statements of Qualification (SOQ) were received from four firms. All four firms were interviewed and DLZ was unanimously selected as the most qualified of the firms interviewed. DLZ was awarded the contract in 2012 for Wet Weather Program Manager to provide program support and the 1<sup>st</sup> Contract Renewal was approved by the City Commission in June

2013. The 2<sup>nd</sup> Contract Renewal was approved by the City Commission in June 2014 and expired June 30, 2015. The 3<sup>rd</sup> contract renewal will become effective July 1, 2015 and will expire on June 30, 2015.

Program support includes program oversight, individual project oversight, scheduling, cost estimating, and other support activities as needed. The Agreement has a cap of \$250,000 per year and tasks are authorized and executed by individual work orders. Based upon anticipated workload for DLZ this 3<sup>rd</sup> Contract Renewal will be for \$200,000, a reduction of \$50,000 for this fiscal year. Fees are billed hourly with a maximum fee approved in writing by the work order.

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

#### Attachment:

3<sup>rd</sup> Contract Renewal

Contact Person:

Name: William R. Scalf, Jr., PE

Title: Director

Department: Sewer

Phone: 502/875-2448

E-mail: wscalf@frankfort.ky.gov

7.9 Award a contract extension to Hydromax USA, LLC to provide Sanitary Sewer Evaluation Survey (SSES) services in the form of sewer line cleaning and closed circuit televising of lines and authorize the Mayor to sign all related documents (Sewer Department).

**Purpose:** The purpose of this item is to award a contract extension to Hydromax USA, LLC to provide Sanitary Sewer Evaluation Survey (SSES) services in the form of sewer line cleaning and closed circuit televising of lines and authorize the Mayor to sign all related documents.

**Background:** Currently the Sewer Department is obligated under the Consent Judgment to comply with the approved Capacity, Management, Operations and Maintenance (CMOM) program to clean approximately 150,500 feet of sewer (~ 12%) annually. While the sewers are clean, televising can then be done so that the condition of all sewers and manholes can be evaluated approximately once every 8 to 10 years.

Work fees have been anticipated to be greater than \$100,000.00 but less than \$250,000.00/per year and \$150,000.00 has been budgeted in the current Fiscal Year Budget. A \$150,000.00 contract was awarded to Hydromax USA, LLC (Hydromax) in May 2014 and a second \$150,000.00 contract in December of 2014. To date, Hydromax has cleaned and televised approximately 138,000 linear feet of pipe, much of which required heavy cleaning and is in need of repair. This contract extension will add an additional \$150,000.00 to the contract this fiscal year, to continue cleaning and televising sewer lines as part of our ongoing Sanitary Sewer Evaluation Surveys to identify sources of Inflow/Infiltration and to fulfill CMOM program requirements.

As part of this contract, Hydromax will provide sewer line and manhole cleaning, CCTV inspection and digital data base collection for various locations throughout the city of Frankfort as directed by the Sewer Department. Hydromax will provide each and every item necessary for providing sewer cleaning and manhole cleaning and digital CCTV inspection services. The work will include but not necessarily be limited to:

- 1 Light cleaning of selected sewers and manholes.
- 2 Heavy cleaning of selected sewers and manholes.
- 3 Closed circuit televising (CCTV) of selected sewers and manholes.
- 4 Creation of a digital database of sewer information and corresponding reports.

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

Attachments: None

Contact Person:

Name: William R. Scalf, Jr., PE

Title: Director

Department: Sewer

Phone: 502/875-2448

E-mail: wscalf@frankfort.ky.gov

**7.10** Consider the award of a Professional Services Agreement with Sherman Carter Barnhart, PSC (SCB) for professional services to design and oversee the construction of a pipe storage building at the wastewater treatment plant, and authorize the Mayor to sign all documents related to project (Sewer Department).

**Purpose**: To consider awarding a Professional Services Agreement with Sherman Carter Barnhart, PSC (SCB) for professional services to design and oversee the construction of a pipe storage building at the wastewater treatment plant, and authorize the Mayor to sign all documents related to project.

**Background**: The Sewer Department keeps an inventory of pipe that includes multiple sizes and material in order to be able to respond to emergencies. This pipe is stored at the treatment plant and is exposed to sunlight that deteriorates and destroys the pipe. The UV rays from the sunlight make the material brittle and eventually the pipe cannot be used and has to be thrown out and new pipe purchased. This building will allow the Sewer Department to keep material on hand for quick response to emergencies but reduce waste by not having to dispose of pipe that has been exposed to the elements and is unfit for use.

This agreement, in the amount of \$10,290.00, includes design, documents for bidding, periodic inspection during construction and inspection of the building once complete. Part of the scope of work is to assist the Department in sizing the building and determining the building configuration.

Amendment 1: During an inspection with the Fire Marshall, the Sewer Department was instructed to upgrade the storage for our Per Acidic Acid (PAA). The construction of the storage area will be similar to that of the Pipe Storage building that is currently designed. By adding to this contract, the Sewer Department expects to save money by having both built at the same time. This will save money by having only one bid opening; one set of bid documents and inspection services can be done on both buildings at the same time. The new PAA storage will provide spill containment and protection from sunlight.

 Original Contacts
 \$10,290.00

 Amendment 1
 \$1,920.00

 Total Contract
 \$12,210.00

**Financial Analysis**: Funds are available in Sewer Account No. 300.68.54390. The budget for this account is \$14,797,500 and as of July 1 this account had \$0.00 expensed or encumbered.

Recommendation: Approval

#### Attachment:

Contract Amendment No. 1 (Draft)

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer Phone: 502/875-2448

Email: wscalf@frankfort.ky.gov

7.11 Consider award of Engineering Services Agreement with HDR Engineering, Inc. (HDR) to provide assistance to the Sewer Department in developing Local Limits for the Sewer Department's Pre-Treatment Program and authorize Mayor to sign documents related to project (Sewer Department).

Purpose: To consider awarding an Engineering Services Agreement with HDR Engineering, Inc. (HDR) to provide assistance to the Sewer Department in developing Local Limits for the Sewer Department's Pre-Treatment Program and authorize Mayor to sign documents related to project.

Background: One of the requirements of the Sewer Department's new Kentucky Pollution Discharge Elimination System (KPDES) Permit, is that the Department will be required to evaluate, determine and publish new Local Limits for the Pre-Treatment Program. While most of this work will be accomplished by Department staff, they are not familiar with the software program utilized by the Division of Water and have never participated in the development of Local Limits.

The Department advertised to find a consultant to assist staff in evaluation and development of the Local Limits. The Request for Qualification/Request for Proposals was advertised and the Department received a total of seven responses. Two firms were short listed and the proposals from those 2 firms were opened and reviewed. The top ranked firm was HDR with a proposal of \$9,600 and the second ranked firm was Bell Engineering with a proposal of \$15,008. After meeting with HDR, Sewer Department staff was able to reduce HDR's price to \$7,860.

The Sewer Department recommends award to HDR Engineering at \$7,860.

Financial Analysis: Funding for this project is available in Account No. 200.68.53265. This account has \$100,000 budgeted and as of July 1, \$0.00 has been expensed and encumbered.

Recommendation: Approval

## Attachment:

**Engineering Services Agreement** 

## **Contact Person:**

Name: William R. Scalf, Jr., PE

Title: Director Department: Sewer Phone: 502/875-2448

Email: wscalf@frankfort.ky.gov

7.12 To consider the award of the 2015-2016 annual Street Resurfacing bid and to authorize the Mayor to sign all related documents (Public Works).

Purpose: To award the annual bid for resurfacing public streets within the City and to authorize the Mayor to sign all related documents.

Background: Each year the City receives money from Municipal Aid which is collected through the State gasoline tax. This money can be used for improvements to the streets and sidewalks of the City. The current condition of the City-maintained streets is reviewed regularly and streets are chosen to be resurfaced based on several factors including service life of pavement, estimated vehicles per day, ride quality, drainage concerns, budget, etc. The streets that Public Works have selected this year are:

	<u>Name</u>	From	To
1.	Holmes Street	Meagher Avenue	Nicol Place
2.	Imperial Avenue	Debbie Drive	Schenkel Lane
3.	Debbie Drive	Schenkel Lane	Jason Drive
4.	Ensign Drive	Commodore Drive	Debbie Drive
5.	Commodore Drive	Debbie Drive	Imperial Avenue
6.	Murdock Court	Commodore Drive	Dead-end
7.	Skipper Drive	Commodore Drive	Debbie Drive
8.	Majority Court	Commodore Drive	Dead-end
9.	Jason Drive	Debbie Drive	Majority Court

**Financial Analysis**: There was one unit price bids received from HG Mays Corporation for the following items:

- A) Milling \$39.75/ton
- B) Asphalt Surface \$79.40/ton
- C) Asphalt Base Course \$75.40/ton
- D) Tack Coat \$2.40/gal

Public Works has estimated that the combined total of the street segments paved under this contract will not exceed \$249,000 and we find these proposed costs to be fair and reasonable. Money for this item is available in the Municipal Aid account 535.00.51100.

**Recommendation:** Award the unit price bid for the asphalt resurfacing to HG Mays Corporation and approve the Mayor to sign all related documents.

## **Attachments:**

- Copy of Proposal
- Copy of Contract

#### **Contact Person:**

Name: Tom Bradley, PE

Title: Director
Pepartment: Public Works
Phone: 502/875-8500

Email: tbradley@frankfort.ky.gov

**7.13** To consider the award for Payne Street Retaining Structure Project and to authorize the Mayor to sign all related documents (Public Works).

**Purpose:** To recommend that the City Commission award a Bid to Diversified Demolition in the amount of \$130,500.00 for the construction of a retaining wall structure along the earthen slope embankment between Payne Street and Taylor Avenue and to authorize the Mayor to sign all documents related to the project.

**Background:** In January, the Public Works Department selected local firm HMB Professional Engineers, Inc. to provide Professional Engineering Services for the design and construction observation services of a retaining wall structure. This new wall will reinforce an approx. 100 linear feet section of hillside located in the right-of-way between Payne Street and Taylor Avenue. This new wall will extend an existing gabion basket wall originally constructed in the 1990s.

The City of Frankfort opened sealed Bids for the construction of the retaining wall structure on 21 July 2015. There were 2 Bids received, and the results were:

Diversified Demolition \$ 108,750 (Base Bid) Meyer Midwest, Inc. \$ 119,950 (Base Bid) The construction phase is expected to take approximately 3 months to complete.

**Financial Analysis:** Funds for this construction project are available in the Municipal Aid Account #535-00-51100, which has a balance of approximately \$2,000,000.

## Attachments:

- Recommendation letter from HMB Engineering
- Bid Tabulation

**Recommendation:** Award Payne Street Retaining Structure Project contract to Diversified Demolition in the amount of \$ 130,500.00 (Base Bid amount plus 20% contingency), and authorize the Mayor to sign all related documents.

**Contact Person:** 

Name: Tom Bradley, PE

Title: Director

Department: Public Works

Phone: 502/875-8500

Email: <u>tbradley@frankfort.ky.gov</u>

**7.14** To approve the second and final payment on the Greenhill Cemetery wall replacement to Redi-Rock of Kentuckiana and authorize the Mayor to sign all related documents (Public Works).

**Purpose:** The purpose of this item to approve the second and final payment on the Greenhill Cemetery wall replacement to Redi-Rock of Kentuckiana and authorize the Mayor to sign all related documents..

**Background:** In 2014 a large portion of the wall along East Main Street that supports Greenhill Cemetery collapsed. Due to the nature of the collapse and the use of the adjacent property, an emergency purchase order was obtained and Redi-Rock of Kentuckiana was hired to replace the wall. Redi-Rock agreed to invoice for half the wall at the time of completion and the second half in the 2015-16 Fiscal Year.

**Financial Analysis:** The second and final payment for the wall is \$24,997.58 and funds for this purchase are available in the Account No. 535-00-51100.

**Recommendation** To approve the second and final payment on the Greenhill Cemetery wall replacement to Redi-Rock of Kentuckiana and authorize the Mayor to sign all related documents

Attachment: None

**Contact Person:** 

Name: Tom Bradlev. PE

Title: Director

Department: Public Works

Phone: 502/875-8500

Email: tbradley@frankfort.ky.gov

7.15 To approve an Engineering Services Agreement with Burgess and Niple for engineering and consultation regarding the City's storm water and MS4 programs. Also to authorize the Mayor to sign all related documents (Public Works).

**Purpose:** The purpose of this item is to approve an Engineering Services Agreement with Burgess and Niple for engineering and consultation regarding the City's storm water and MS4 programs. Also to authorize the Mayor to sign all related documents

**Background:** The City of Frankfort is a Phase II MS4 community and required by the State Division of Water to conduct a program that maintains compliance with the General Permit. The City and County are co-permittees and have traditionally used the same consultant and shared the cost. The City has used one consultant for the MS4 related work for the past 8 years.

To prepare for the next 5 year permit cycle the City and County jointly advertised for qualifications for engineering firms interested in acting as the MS4 consultant. The highest ranked consultants were then interviewed and asked to submit costs for specific tasks as an evaluation tool. After the interviews were complete the unanimous decision was that Burgess and Niple are best suited to provide the services that the City and County require.

Fixed costs were submitted by the Consultant for the preparation of the 5 year SWQMP (Storm Water Quality Management Plan) and the Annual Report. Those fixed costs are \$10,708.000 and \$6,396.00 respectively. The Consultant will also provide as needed services on an hourly rate per the Service Agreement. Anticipated work for this year includes work related to setting up mapping criteria, finalization of amending storm water related ordinances, and updates to the design manual.

**Financial Analysis:** This Service Agreement is for engineering work related to the MS4 program in the amount up to \$30,000. These funds are available in Account No. 100-66-53210

**Recommendation:** Approve an Engineering Services Agreement with Burgess and Niple for engineering and consultation regarding the City's storm water and MS4 programs. Also to authorize the Mayor to sign all related documents.

#### Attachments:

- Agreement
- Scope of Services

**Contact Person:** 

Name: Tom Bradley, PE

Title:DirectorDepartment:Public WorksPhone:502/875-8500

Email: <a href="mailto:tbradley@frankfort.ky.gov">tbradley@frankfort.ky.gov</a>

**7.16** To authorize the purchase of a 2015 Ford F150 pickup truck (Public Works).

**Purpose:** The purpose of this item is to authorize the purchase of a 2015 Ford F150 pickup truck for the Public Works Department from Paul Miller Ford using the State Master Agreement and authorize the Mayor to sign all related documents.

**Background:** This truck is being purchased to replace the 2005 Ford Explorer currently used by the Director. That vehicle will be used by the Deputy Director and two 4-door Jeep Cherokees currently assigned to Public Works will be transferred to the Parks Division for their use, Parks will then surplus two late '90 edition Chevrolet Impalas that they are currently using.

**Financial Analysis:** The cost of this truck, per the State Master Agreement #MA 758 1100000907 1, is \$32,914.34. Funds for this purchase are available in the Account No. 100-61-56550.

**Recommendation:** Authorize the purchase of a 2015 Ford F150 pickup truck for the Public Works Department from Paul Miller Ford using the State Master Agreement and authorize the Mayor to sign all related documents.

### Attachment:

Paul Miller Quote

Name: Tom Bradley, PE

Title:DirectorDepartment:Public WorksPhone:502/875-8500

Email: <a href="mailto:tbradley@frankfort.ky.gov">tbradley@frankfort.ky.gov</a>

7.17 To authorize the purchase of a Chevrolet 2500HD pickup truck for the Streets Division of the Public Works Department from Bob Hook Chevrolet and to authorize the Mayor to sign all related documents (Public Works).

**Purpose:** The purpose of this item is to authorize the purchase of a Chevrolet 2500HD pickup truck for the Streets Division of the Public Works Department from Bob Hook Chevrolet and to authorize the Mayor to sign all related documents.

**Background:** This truck is being purchased to replace the 2006 Chevrolet currently assigned by the Superintendent. That vehicle will be used by the Division to house the arrow board used in traffic control. The current arrow board truck will be sent to surplus.

**Financial Analysis:** The cost of this truck, per the State Master Agreement #MA 758 1100000904 65 1, is approximately \$30,000. Funds for this purchase are available in the Account No. 535-00-51100.

**Recommendation:** To authorize the purchase of a Chevrolet 2500HD pickup truck for the Streets Division of the Public Works Department from Bob Hook Chevrolet and to authorize the Mayor to sign all related documents.

Attachment: None

Contact Person:

Name: Tom Bradley, PE

Title: Director

Department: Public Works

Phone: 502/875-8500

Email: tbradley@frankfort.ky.gov

7.18 To authorize the purchase of an International single axle Dump Truck for the Streets Division of the Public Works Department from Bluegrass International and to authorize the Mayor to sign all related documents (Public Works).

**Purpose:** The purpose of this item is to authorize the purchase of an International single axle Dump Truck for the Streets Division of the Public Works Department from Bluegrass International and to authorize the Mayor to sign all related documents.

**Background:** This truck is being purchased to replace the 2003 Chevrolet 8500 dump truck that will be sent to surplus.

**Financial Analysis:** The cost of this truck, per the State Master Agreement #MA 605-1500000771 is approximately \$124,868.00. Funds for this purchase are available in the Account No.535-00-51100.

**Recommendation** To authorize the purchase of an International single axle Dump Truck for the Streets Division of the Public Works Department from Bluegrass International and to authorize the Mayor to sign all related documents

### Attachments:

- Master Agreement
- Specifications

Name: Tom Bradley, PE

Title: Director

Department: Public Works

Phone: 502/875-8500

Email: tbradley@frankfort.ky.gov

**7.19** To consider a bid award for exterior repairs and painting for Gooch House project and to authorize the Mayor to sign all related documents (Public Works).

**Purpose:** To award the bid to Fuelband LLC in the amount of \$95,000.00 for the repair and replacement of exterior siding, trim work, railing, soffit, fascia, flashing, roofing, for exterior painting, and for other miscellaneous repairs to the Gooch House and authorize the Mayor to sign all documents related to the project (Public Works).

**Background:** This contract is for work to repair and replace exterior siding, trim work, railing, soffit, fascia, flashing, roofing, exterior painting, and other miscellaneous repairs to the Gooch House. This contract will continue repairs to the Gooch House by completing the necessary siding and roof maintenance the exterior of the historic building. Future projects may further address the interior components such as ceilings, lighting, and insulation upgrades to employee office spaces throughout the building.

The bid documents included alternates to the plans and specifications. These alternates include breaking the work into separate Phases: first story work (Base Bid), second story work (Alternate #2), and roof replacement (Alternate #1); additionally, an entire project bid alternate was requested (Combined Bid). The intent of the Bid alternates was to realize an economy of scale (i.e., overall cost savings) by addressing multiple exterior building repair needs within the same Fiscal Year. The Bid alternates were listed in order of deficiency priority, based on the design Architect's recommendation.

The City received two responsive bids and one non-responsive bid on this project and they were opened on 21 July 2015. The responsive bidder results were:

	Base Bid	Alternate #1	Alternate	#2 Combi	ined Bid
Fuelband LLC	\$ 79,0	000.00 \$ 16	5,000.00 \$	94,980.00	\$ 189,980.00
Meyer Midwest,	Inc \$143	,000.00 \$ 26	5,050.00 \$	41,800.00	\$ 205,000.00

**Financial Analysis:** There were two responsive bidders on this Project. The successful low bidder for this project, recommended by Banks Architecture, was Fuelband LLC with a Base Bid and Alternate #1 total of \$ 95,000.00. Funds for the Base Bid (\$ 79,000.00) and for the Contingency (\$ 9,000.00) are available in account 100-64-53252, while funds for the Alternate #1 (\$ 16,000.00) are available in account 511-00-59500. Bid Alternate #2 will be addressed in future Fiscal Year budgets.

**Recommendation:** Award the contract for Exterior Repairs and Painting for Gooch House Project to Fuelband LLC in the amount of \$105,000.00 (which includes a 9.5% contingency) and authorize the Mayor to sign all related documents.

## **Attachments:**

- Recommendation letter from David Banks, Architect
- Bid Tabulation

Name: Tom Bradley, PE

Title: Director

Department: Public Works

Phone: 502/875-8500

Email: <u>tbradley@frankfort.ky.gov</u>

**7.20** To authorize the Mayor to sign a deed, and all related documents, whereby the City of Frankfort is purchasing property from CSX for use as a walking/bicycling trail from the High Street area to Kentucky State University.

**Purpose and Background:** The City has been working to construct a walking/bicycling trail from Kentucky State University to the High Street area on the abandoned Frankfort Cincinnati rail bed. A portion of this rail bed has previously been purchased from Pinsley Railroad and the City has been negotiating with CSX to purchase the remaining portion of the rail bed. CSX has now indicated that the purchase price of the rail bed is \$60,000. Accordingly, a deed is being prepared providing for the purchase of the portion of the rail bed owned by CSX for the amount of \$60,000.

Financial Analysis: The City will be required to purchase the property for the amount of \$60,000.

Attachment: None

**Contact Person:** 

Name: Jim Parrish
Title: Parks Director
Phone: 502/803-0241

**E-Mail:** jparrish@frankfort.ky.gov

**7.21** To authorize the Mayor sign a letter requesting ownership of the property located at 129 Holmes Street (Fire Department).

**Purpose:** To allow the Mayor sign a letter requesting ownership of the property located at 129 Holmes Street.

**Background:** The property located at 129 Holmes Street has been leased by the City of Frankfort from the Commonwealth of Kentucky since September of 1970. The Holmes Street Fire Station on the property was constructed by the City of Frankfort and completed in 1971. In the spring of this year, the Division of Real Property contacted the City of Frankfort to determine if the city had an interest in taking ownership of the property. The property would come with the conditions that the city must recognize the environmental covenant on the deed and meet all environmental stipulations. After review the covenants, the remediation plan and consulting with Kenviron, it is the recommendation that the city proceed with taking ownership of the property. In the event the property is no longer used for governmental purposes by city, the ownership would revert back to the state.

Financial Analysis: None

Recommendation: Approval

Attachment: Letter

**Contact Person:** 

Name: Eddie Slone Title: Fire Chief Pepartment: Fire

**Phone:** 502/875-8511

Email: eslone@frankfort.ky.gov

**7.22** To authorize the Mayor to sign a Contract between the Franklin County Health Department and the City of Frankfort.

**Purpose:** To authorize the Mayor to sign an agreement with Franklin County Health Department (FCHD) to provide health care services to city employees.

**Background:** This agreement with FCHD details the services they can provide to city employees. These include, but are not limited to, vaccines, shots, boosters, screenings, tests, etc. The agreement spells out the services and pricing, as well as privacy and confidentiality requirements. This agreement is for a one year period ending June 30, 2016. Various accounts (based upon which employees actually utilize the services) are charged under this contract.

**Recommendation:** Approval

**Financial Impact:** Approximately \$6,000.

Attachment:

Contract

**Contact Person** 

Name: Kathy Fields Title: HR Director

**Department:** City Manager/Human Resources

**Phone:** 502-875-8500

Email: kfields@frankfort.ky.gov

7.23	Personnel	Employee	Department	Date	Other
	Retirement	Ben Boggs	Fire/EMS	8/1/15	Fire Captain/Paramedic (authorize payment of accrued leave)
	Retirement	Ray Travis	Fire/EMS	8/1/15	Fire Captain/EMT (authorize payment of accrued leave)
	Retirement	David Gosney	Fire/EMS	8/1/15	Firefighter III/EMT (authorize payment of accrued leave)
	Retirement	Roger Bivens	PW/Garage	8/1/15	Garage Foreman (authorize payment of accrued leave)
	Resignation	Sean Wilkins	Sewer	7/2/2015	Electrician (authorize payment of accrued leave)
	Appointment	William Miller	Planning	6/30/15	Staff Planner I

Retirement	Steve Sutton	Police	permission	Police Lieutenant e payment of accrued leave and n to surplus his two service for purchase per FCO 40.03 (B))
Resignation	Daniel Frantz	PW/Sc	olid Waste 7/13/15	PW Tech II
Promotion	Wayne Briscoe	Fire	7/28/15	Battalion Chief to Asst Fire Chief
Promotion	Scott True	Fire	8/1/15	Fire Sergeant/Paramedic to Fire Captain
Promotion	Russ Greenwell	Fire	8/1/15	Fire Sergeant/Paramedic to Fire Captain
Promotion	Gary Gebhart	Fire	8/1/15	Firefighter III/Paramedic to Fire Sergeant
Promotion	Joe Sebastian	Fire	8/1/15	Firefighter II/Paramedic to Fire Sergeant
Promotion	Chris Quire	Police	8/1/15	Police Sergeant to Police Lieutenant
Promotion	Herbert Wilson	Police	8/1/15	Patrol Officer III to Police Sergeant

## Attachments:

- Sean Wilkins Resignation Letter
- Ben Boggs Retirement Letter
- Ray Travis Retirement Letter
- Steve Sutton Retirement Letter
- David Gosney Retirement Letter

#### **Contact Person:**

Name: Kathy Fields Title: **HR** Director

Department: City Manager/Human Resources

Phone: 502/875-8500

kfields@frankfort.kv.gov Email:

7.24 To approve Change Order #1 for the Transit Wash Bay Project and to authorize the Mayor to sign all related documents (Public Works).

Purpose: To approve Change Order #1 to Meyer Midwest Inc. in the amount of \$11,000.00 for upgrades to the wash bay equipment in the Public Works' Transit Wash Bay Project and to authorize the Mayor to sign all related documents.

Background: The Transit Division of Public Works applied for and received a grant for the design and construction of a wash bay facility. The wash bay was designed by Qk4 and the construction contract was awarded to Meyer Midwest, Inc. earlier this year. The facility was designed to be used for not only the transit buses but also for other vehicles belonging to the City (provided each department reimburse the cost of the wash). In this manner, it is planned to help extend the life of all City vehicles, especially those that have a significant exposure to road salt.

Change Order #1 is for \$11,000.00, or approximately 1.6% of the project cost. The changes proposed are upgrades from the design material (PVC) to stainless steel in the wash equipment. It is the manufacturer's opinion that these stainless steel components will not only last longer but may also reduce the overall amount of wash material used; Qk4 has reviewed this claim and agrees with the assessment.

This Change Order also approves a modified Start Date for the construction phase of the project to 17 August 2015. This date has been modified due to this CO negotiation process between the City and Meyer Midwest, Inc.

**Financial Analysis:** Funds for Change Order #1 in the amount of \$11,000.00 are available in account 100-67-54390.

**Recommendation:** Award Change Order #1 to Meyer Midwest, Inc. in the amount of \$11,000.00, and authorize the Mayor to sign all related documents.

## Attachment:

Change Order #1 request from Meyer Midwest, Inc.

**Contact Person:** 

Name: Tom Bradley, PE

Title:DirectorDepartment:Public WorksPhone:502/875.8500

Email: <u>tbradley@frankfort.ky.gov</u>

## 9. OLD BUSINESS

- **9.1** Presentation regarding June's RiverBlast Joy Jeffries, Executive Director of the Frankfort/Franklin County Tourist & Convention Commission
- **9.2** To authorize the Mayor to sign a lease agreement and any related documents between the City of Frankfort, and Rick Paul.

**Purpose and Background:** To authorize the Mayor to sign a lease agreement between the City of Frankfort and Rick Paul, and any related documents, whereby Rick Paul leases from the City the real property adjacent to the real property owned by Rick Paul located at 114 Bridge Street, Frankfort, Kentucky. The property subject to the lease is to be used for restaurant purposes in connection with the White Light Diner owned by Mr. Paul. In the event that the US Army Corps of Engineers denies Mr. Paul's request to build a structure, including a deck, on the property subject to the lease agreement, the lease agreement will terminate 30 days from the date of the denial.

# Lease highlights include:

- 10-year term
- \$1 dollar/year fee
- July 28 effective date
- Subject to Army Corps of Engineers approval
- Deck or any portion thereof may be removed at the owner's expense by the Army Corps or City

**Financial Analysis:** Pursuant to the terms of the Lease Agreement, the City will be paid the amount of \$1.00 per year for the lease.

#### Attachment:

Lease Agreement

• November 2014 Commission Work Session Minutes

Map showing leased property

#### **Contact Person:**

Name: Tim Zisoff
Title: City Manager
Phone: 502/352-2075

E-Mail: <u>tzisoff@frankfort.ky.gov</u>

### 10. NEW BUSINESS

Authorization of an award to Bluegrass International to provide a complete dump truck with steel bed and necessary accessories and authorize the Mayor to sign all documents associated with the purchase (Sewer Department).

**Purpose**: The purpose of this item is to consider an award to Bluegrass International to provide a complete dump truck with steel bed and necessary accessories and authorize the Mayor to sign all documents associated with the purchase.

**Background**: This dump truck will replace the current 1983 International dump truck used for the solids removal process at the wastewater treatment plant. The current truck has large holes in the floor board on both the driver and passenger side of the truck. We have also been experiencing trouble with the engine during the cold winter months. The reliability of this vehicle is essential to the biosolids removal process at the wastewater treatment plant as it is our only way to remove them.

The award is recommended to Bluegrass International for \$120,480.00, option 2 below. This is pricing through the Commonwealth of Kentucky Master Agreement number 605-1500000771.

## **Dump Truck Options**

1. New 2016 International Workstar 7400

Options: Automatic Transmission

330 HP Engine Tandem Rear Axles Aluminum Bed Cost: \$127,225.00

2. New 2016 International Workstar 7400

Options: Automatic Transmission

330 HP Engine Tandem Rear Axles

Steel Bed

Cost: \$120,480.00

3. New 2016 International Workstar 7400

Options: Automatic Transmission

330 HP Engine Tandem Rear Axles

Reuse Bed from Old Truck

Cost: \$102,725.00 + \$3,500.00 to Transfer Bed

Total: \$106,225.00

## **New Truck Warranty**

Engine warranty coverage will be for 5 years / 100,000 miles / 3,600 engine hours, whichever comes first. Vehicle warranty coverage will be for 3 Years / 100,000 miles, whichever comes first.

Cab warranty coverage will be for 5 Years / Unlimited miles

Towing warranty coverage will be for 1 Year / 100,000 miles, whichever comes first (\$550 maximum benefit per incident).

Aftertreatment system warranty coverage will be for 5 Years / 100,000 miles, whichever comes first.

4. Used 2011 International Workstar 7400

Options: Automatic Transmission

315 HP Engine Tandem Rear Axles Reuse bed from Old Truck

Used Salt Truck Spreader

54,291 Miles

Cost: \$73,400 + \$3,500.00 to Transfer Bed plus Shipping

Total: \$76,900.00

This vehicle is located in Minnesota and has been used for snow removal and salt spreading. We do not know the exact condition but would assume in that location it got a lot of use and that the undercarriage would have significant rust

5. Used 2011 International Workstar 7400

Options: Automatic Transmission

315 HP Engine Tandem Rear Axles Reuse Bed from Old Truck

Used Paving Truck 151,989 Miles

Cost: \$88,400.00 + \$3,500.00 to Transfer Bed plus Shipping

Total: \$91,900.00

All used trucks come without a warranty and will require shipping charges or someone to go pick the truck up.

The old dump truck without the bed we estimate will bring \$1,000 or less at auction.

The old dump truck with the bed we estimate will bring between \$5,000 and \$10,000.

**Financial Analysis**: Funding is available in account 300.68.56550. This account has \$508,000.00 budgeted and as of July 1, \$0.00 has been expensed and encumbered.

Recommendation: Approval

#### Attachment:

Quote from Bluegrass International

Name: William R. Scalf, Jr., PE

Title: Director
Department: Sewer

Phone 502/875-2448

E-mail <u>wscalf@frankfort.ky.gov</u>

**10.2** To authorize the purchase of three (3) 2016 Ford Police Interceptor Utility patrol vehicles and to authorize the Mayor to sign all related documents (Police).

**Purpose:** Request approval to purchase three (3) 2016 Ford Police Interceptor Utility patrol vehicles utilizing funds from FY 2015-2016 budget.

**Background:** Over the past several years, Police have worked to improve the overall quality of the fleet. Through the purchase of an average of 6 new patrol vehicles each year since 2011, that quality has increased exponentially. With the rotation of 6 new vehicles each year, we have systematically began to reduce the overall number of vehicles in the fleet by surplusing on average, 9 to 12 cars per year. By maintaining this purchase/surplus cycle, we have decreased needed maintenance expenses, professionalized the appearance of the fleet, and reduced the total number of vehicles needed by the department. By maintaining the purchase of 6 vehicles, we are very near to a balanced fleet that, within the next year, or two, we should be able to cycle out the same number that are cycled in. Also, by spreading the purchase of 3 of the 6 vehicles into the new fiscal year the financial impact is greatly lessened, enhancing our ability to maintain a balanced budget.

**Financial Analysis:** The cost per vehicle on State Contract is \$28,019.00. The cost of total up-fit (stripping, equipment etc.) is \$15,282.15 per vehicle. This brings the total cost of each of the three (3) requested vehicles to \$43,301.15 per vehicle. The total cost of this vehicle purchase request is \$129,903.45 Please note that although the price quote for up-fitting is from Paul Miller Ford, the cars will be purchased from Crossroads Ford under State Price Contract. Funds are available in Account No. 100.43.54315.

Recommendation: Approval

# Attachments:

Crossroads Ford Lincoln – Sales Quotation

• Line item quote from Paul Miller Ford for complete up-fitting

## **Contact Person:**

Name: Robert Warfel

Title: Major

**Department:** Police Department **Phone:** 502/352-2069

Email: <a href="mailto:rwarfel@frankfort.ky.gov">rwarfel@frankfort.ky.gov</a>

# 11. ADJOURNMENT